

Tau Beta Pi Schedule Spring 2019			
Date	Activity	Location and Time	Responsible Party
Monday, January 28, 2019	Week 1 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Monday, February 4, 2019	Week 2 Executive Meeting: Stuff Parent Envelopes, Label and Distribute Invites	7:00PM - Edwards Conference Room	Wyatt
Tuesday, February 5, 2019	Send Letter to Parents Email Letter to Students Email Current Members about Scholarship Deadlines		Lucie, Ryan
Friday, February 8, 2019	Eligibility Report Due		Ryan
Monday, February 11, 2019	Week 3 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday & Wednesday, Feb. 12 & 13, 2019	Engineering Career Fair	TBD	
Monday, February 18, 2019	Week 4 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, February 19, 2019	General Body Meeting, Initiate Orientation	5-5:30;5:30-6 in Eng. Hall 0093	Wyatt: Speak to Gen Bod/Initiates Lucie: Speak to Initiates Brie: Reserve room Larissa: Pickup Cookies
Friday, February 22, 2019	Internal Deadline for Election Report	Initiates to submit catalogue cards	Ryan
Monday, February 25, 2019	Week 5 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, February 26, 2019	Personal Meetings(?)	5:30-6pm - Basement Level Atrium	Brie: Reserve room
Monday, March 4, 2019	Week 6 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, March 5, 2019	Signature Book Party (Pizza/Signature Books)	5:30-6:30pm - Basement Level Atrium	Wyatt: Pizza/Help with printing material/Reach out to faculty/GB members Lucie: Help with printing material Brie: Reserve room Ryan&Racquel: Remake Signature book Ryan: Help with printing materialPizza/Help with printing material
Due before March 8 (at least two weeks before initiation)	Catalogue Card Due Date		
March 11-15, 2019	SPRING BREAK		
Monday, March 18, 2019	Week 7 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Saturday, March 23, 2019	KS Hill Service Project	TBD	Alex
Monday, March 25, 2019	Week 8 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Sunday, March 31, 2019	Adopt-A-Highway Service Project	TBD	Brie
Monday, April 1, 2019	Week 9 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, April 2, 2019	Practice Initiation (?)	5:30-6:30 PM Location TBD	Wyatt
Friday & Saturday, April 5 & 6, 2019	Open House		Larissa
Monday, April 8, 2019	Week 10 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, April 9, 2019	Initiation (& Banquet?)	5:30-6:15; 6:30-7:30 Location TBD	Initiation: Wyatt, Lucie Banquet: Alex, Brandon
Monday, April 15, 2019	Week 11 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Tuesday, April 16, 2019	Elections and Social	5:30-6:30PM Location TBD	TBD
Monday, April 22, 2019	Week 12 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Due Before April 23 (Two weeks after initiation)	Submit Final Action Report Submit Roll Book Signatures Submit Report of Officer Election Submit Fees		Ryan, Wyatt, Racquel
Monday, April 29, 2019	Week 13 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt
Monday, May 6, 2019	Week 14 Executive Meeting	7:00PM - Edwards Conference Room	Wyatt

